



**BID NUMBER**

**DOT-ANZ-23/24-0004**

**DESCRIPTION: RENDERING OF SECURITY SERVICES FOR LUBHACWENI CAMP AND AD-HOC SECURITY SERVICES FOR TRANSPORT INFRASTRUCTURE IN ALFRED NZO DISTRICT FOR A PERIOD OF 06 Months.**

**Issued by:**

**Supply Chain Management Unit**

**Department of Transport**

**Private Bag X3561**

**KOKSTAD**

**4700**

**NAME OF BIDDER:** \_\_\_\_\_

**CSD NUMBER:** \_\_\_\_\_



DESCRIPTION: RENDERING OF SECURITY SERVICES FOR LUBHACWENI CAMP AND AD-HOC SECURITY SERVICES FOR TRANSPORT INFRASTRUCTURE IN ALFRED NZO DISTRICT FOR A PERIOD OF 06 Months.

## INVITATION TO BID

**BID NUMBER: DOT-ANZ-23/24-0004.**

**DESCRIPTION: RENDERING OF SECURITY SERVICES FOR LUBHACWENI CAMP AND AD-HOC SECURITY SERVICES FOR TRANSPORT INFRASTRUCTURE IN ALFRED NZO DISTRICT.**

**CLOSING DATE: 26 JUNE 2023**

**Time: 11H00**

The completed RFQ (Request for Quotation) must be placed in a sealed envelope, clearly marked with the Bid number and the Nature of the Service, and be deposited in **the Bid Box situated at 188 Ngqubusini street , Mount Ayliff,** not later than **11H00 on 26 JUNE 2023**

### Bidders must take particular note of the following:

- Service providers are kindly requested to submit price quotations on the attached pricing schedule for the specified items / service.
- By submitting the price quotation, it is accepted that you fully understand the requirements of this invitation and have familiarized yourself with the General Conditions of Contract (GCC) available on National Treasury website.
- The tender will be evaluated according to functionality and the preferential procurement model in the preferential Procurement Policy Framework Act (PPPFA 5 of 2000): Preferential Procurement Regulations, 2017 as well as the SCM Policy of the Department of Transport. 80/20 points system
- The evaluation criteria will be as follows:

- **FUNCTIONALITY**

<b>1. Technical Concept</b>	<b>40</b>
<b>2. Company Experience</b>	<b>25</b>
<b>3. Locality</b>	<b>20</b>
<b>Total</b>	<b>85</b>

- A bidder shall have to achieve at least **45 of 85** points allocated for quality/functionality in order to be eligible for further consideration.

- **PRICING**

<b>PRICE</b>	<b>80%</b>
<b>BBBEE</b>	<b>20%</b>
<b>TOTAL</b>	<b>100%</b>

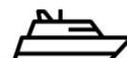
- **NB: No quotations will be considered from person in the service of the state**



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- **List of Returnable Documents**

- The Bidders must submit a valid SARS tax pin and a letter of good standing.
- The Bidders must submit a valid CSD registration report
- The Bidders must submit a valid letter of good standing from the Department of Labour
- The Bidders must submit a valid certified copy of the BBEE Certificate or an affidavit.
- The Bidders must submit PSIRA certificates for the company, owner, and the guards.
- The Bidders must submit competency certificates for security guards' firearms
- The Bidders must submit a proof of ownership of the vehicles to be utilized during this contract.
- The Bidders must submit Work plan
- The Bidders must submit company profile detailing track record and references with supporting documents
- The Bidders must ensure that they fully complete and sign the ECBD 1, ECBD 3.1, ECBD 4, ECBD 6.1.
- The amount reflected on the Form of Offer and Acceptance takes precedence over any other total amount indicated elsewhere in the Bidders tender submission. If the Form of Offer and Acceptance has no value or figure, the bidder will be regarded as having made no offer and therefore non-responsive.
- Bidders must have provided supporting documentation as per the bid specification schedule requirement.
- Bidders who are not registered for VAT are not eligible to claim VAT in their pricing;
- Bidders should take note that price is not a determining factor to award the bid.
- A valid, original or certified copy of a B-BBEE Certificate issued by SANAS or SANAS accredited agencies, or a Sworn or Affidavit, as per the amended B-BBEE codes, must be submitted in order to qualify for preference points. Failure to do so zero points will be allocated for B-BBEE status level. The list of SANAS accredited agencies is available on the Department of Trade and Industry or SANAS website. Bidders tendering in a Joint Venture must submit a consolidated valid B-BBEE certificate.
- **Furthermore, quotation offers will only be accepted if:**
- Bidders are registered with Central Supplier Database (CSD) with Treasury prior to submitting this RFQ (see <https://secure.csd.gov.za/>).
- The tenderer is in good standing with SARS as verified on the Central Supplier Database.



**DESCRIPTION: RENDERING OF SECURITY SERVICES FOR LUBHACWENI CAMP AND AD-HOC SECURITY SERVICES FOR TRANSPORT INFRASTRUCTURE IN ALFRED NZO DISTRICT FOR A PERIOD OF 06 Months.**

- The tenderer or any its directors or shareholders is not listed on the register of tender defaulters in terms of the prevention and compacting of corrupt activities Act of 2004 as a person prohibited from doing business within the public sector.
- The tenderer has not abused the employers Supply Chain Management System or failed to perform on any previous contract and has been given written notice to this effect.
- All quotations shall be held valid for 30 days after the closing date. The Department reserves the right not to accept the lowest or any tender.

**Enquiries should be directed to:**

**SCM**

Mrs. N. Mlaza  
Cell: 060 998 0504  
[nosipo.mlaza@ectransport.gov.za](mailto:nosipo.mlaza@ectransport.gov.za)

**| TECHNICAL**

Mr X Tyaliti  
Tel No:039 254 6464 | Cell: 073 237 7077  
[xanti.tyaliti@ectransport.gov.za](mailto:xanti.tyaliti@ectransport.gov.za)

.....  
Scm Manager

.....  
Date





DESCRIPTION: RENDERING OF SECURITY SERVICES FOR LUBHACWENI CAMP AND AD-HOC SECURITY SERVICES FOR TRANSPORT INFRASTRUCTURE IN ALFRED NZO DISTRICT FOR A PERIOD OF 06 Months.

	<ul style="list-style-type: none"> <li>A prescribed form to record all assets coming in and going out of the premises with officials.</li> </ul>	
4	<ul style="list-style-type: none"> <li>Attach proof of registration with the private security industry regulatory authority</li> </ul>	
5	<ul style="list-style-type: none"> <li><b>Duration of 6 Months (from the date of appointment)</b></li> </ul>	
6	<p><b>Working shifts:</b> 06h00 to 18h00</p> <p>18h00 to 06h00</p>	
7	<p><b>Specified duties:</b></p> <ul style="list-style-type: none"> <li>Daily searchers for all vehicles coming in and going out of premises, private and official with <b>no exception</b>.</li> <li>Random patrols during day and night shifts.</li> </ul>	
8	<p><b>Required Grading:</b></p> <ul style="list-style-type: none"> <li>The Security Guards must be Graded as “C” provide PSIRA certificate as proof</li> <li>The Security Company owner/s must be PSIRA registered and graded “A or B” provide PSIRA certificate as proof.</li> </ul>	



DESCRIPTION: RENDERING OF SECURITY SERVICES FOR LUBHACWENI CAMP AND AD-HOC SECURITY SERVICES FOR TRANSPORT INFRASTRUCTURE IN ALFRED NZO DISTRICT FOR A PERIOD OF 06 Months.

## SCOPE OF WORK

**Security at Lubhacweni camp and ADHOC security services in the Alfred Nzo region**

**The Security Guards must be Graded as “C”**

**Security guards and company vehicle must be easily identified**

**Security guards must be armed**

**Daily searchers for all vehicles coming in and going out of premises, private and official with no exception.**

**Random patrols during day and night shifts.**

**Security must record all all incoming visitors with or without vehicles in the occurrences (O.B); no unauthorized visitors allowed.**

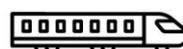
**Security guards must in a prescribed form record all assets coming in and going out of the premises with officials.**

**Duration of 6 Months (from the date of appointment)**

**Working shifts: 06h00 to 18h00 and 18h00 to 06h00**

## THE FOLLOWING FACILITIES ARE TO BE PATROLLED AND SECURED

- Prefabricated structures & 2 blocks of flats
- Roads Maintenance Fleet
- Storeroom
- All departmental assets and employees inside the yard
- Ablution facilities
- Parking for departmental employees.
- Main Gate
- Guarding services of Roads Maintenance Fleet in various sites within Alfred Nzo District.



DESCRIPTION: RENDERING OF SECURITY SERVICES FOR LUBHACWENI CAMP AND AD-HOC SECURITY SERVICES FOR TRANSPORT INFRASTRUCTURE IN ALFRED NZO DISTRICT FOR A PERIOD OF 06 Months.

## 1. ACCESS CONTROL AT DEPARTMENTAL BUILDINGS INCLUDING VARIOUS SITES WITH DEPARTMENTAL FLEET.

- 1.1. Access control at entrance or main doors
- 1.2. Processing search of clients and governmental employees
- 1.3. Searching and patrolling of designated areas
- 1.4. Guard services
- 1.5. Ensure that the control point is neat and tidy during shift changes
- 1.6. Inspect and test all facilities and equipment and report any defects to the security manager.
- 1.7. Be always polite towards all people but do not deviate from fixed procedure
- 1.8. Perform searches on vehicles as specified in the Company (Contractor) operations procedures.
- 1.9. In the event of any doubt or suspicion, contact the shift commander
- 1.10. Open the gate and allow the vehicle through if all requirements have been met
- 1.11. Report any irregularities noticed during any shift in writing.

## 2. WORK PLAN

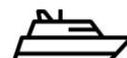
Prospective bidders must submit together with their bid proposal a complete detailed work plan. The work plan should detail exactly how the project will be carried out taking into consideration the scope of work. The work plan must address the following items:

- The number of security guards assigned for the services
- How security guards will be grouped and assigned to each shift for each area
- How the duties will be carried out, managed and monitored for compliance in terms of the scope of work.
- Control procedures and mechanisms put in place in order to monitor performance.

## 3. TRACK RECORD AND REFERENCES

Prospective bidders must mention details of at least three references from previous contracts, of similar nature.

Please indicate the following:

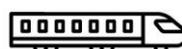


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- Start dates of the contract
- Duration of the contract
- Number of security guards used
- The company name / clients
- Contact persons and working telephone numbers with references
- Years of experience the bidder / entity has in the security industry

#### 4. PAYMENTS AND SALARIES

- Payments of salaries must not be less than the minimum specified and promulgated remuneration rates determined by the Department of labour.
- Bidders must attach minimum specified and promulgated remuneration rates determined by the Department of employment labour indicating how security guards will be remunerated during this contract as well as PSIRA rates as per area.
- Salaries to employees must be paid by electronic funds transfer (EFT) and salary periods be submitted to the Department of Transport on a monthly basis.
- Payment date of employees must be disclosed and remain consistent to the employees and the Department of Transport failure to do will give the Department no choice but to terminate the contract.



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## QUOTATION EVALUATION CRITERIA

### 1. EVALUATION CRITERIA:

The following criteria shall apply:-

- The tender will be evaluated according to functionality and 80/20 point system

#### 1.1. QUALITY / FUNCTIONALITY

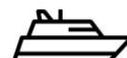
The following table indicates the points that will be allocated on the evaluation of the functionality:

<b>1. Technical Concept</b>	<b>40</b>
1.1 Detailed Work Plan on how the contract will be executed	20
1.2 Proven Track Record of the Company (minimum three references)	20
<b>2. Company Experience</b>	<b>25</b>
Previous experience in providing the category of services as specified in the Scope of Work. The number of years that the bidder has been in the business providing the services which are materially the same as the required security services	
2.1 5 years and above experience	25
2.2 4 years experience	16
2.3 3 years experience	12
2.4 2 years experience	8
2.5 Less than 2 years	5
<b>3. Locality</b>	<b>20</b>
Points will be allocated as indicated below depending on the service provider's office residence (as per CSD preferred address)	
3.1 Office located within Alfred Nzo District municipality	20
3.2 Office located within Eastern Cape Province	15
3.3 Office located outside Eastern Cape Province	10
<b>Total</b>	<b>85</b>

A bidder shall have to achieve at least **45** of **85** points allocated for quality/functionality in order to be eligible for further consideration.

#### 1.2. Price: the preferential procurement model in the preferential Procurement Policy Framework Act (PPPFA 5 of 2000): Preferential Procurement Regulations, 2017 as well as the SCM Policy of the Department of Transport.

- Bidders who proceed from functionality will be evaluated using PPPFMA (80/20 point system). 80 points will be awarded to the bidder submitting the lowest price (all other bidders will receive points proportionately thereto):



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**1.3. Calculation of points for B-BBEE status level of contribution**

- Bidders are required to submit original and valid “**B-BBEE Status Level Verification Certificate, Sworn Affidavits in the case of Exempted Micro Enterprises [EME]**” or **certified copies** thereof together with their quotations, to substantiate their B-BBEE rating claims
- Points will be awarded to a bidder for attaining the B-BBEE status level of contributor in accordance with the table below

B- BBEE status level of contributor	Number of points (80/20)
1	20
2	18
3	14
4	12
5	8
6	6
7	4
8	2
<b>Non- compliant contributor</b>	<b>0</b>

- **Please Note:** Bidders who do not possess the B-BBEE status verification certificate will not qualify to claim points for B-BBEE status level of contributor as stated above, only points for price will be considered.



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ECBD1

**PART A**

**INVITATION TO BID**

**YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF DEPARTMENT/ PUBLIC ENTITY)**

BID NUMBER:	DOT-ANZ-23/24-0004	CLOSING DATE:	26 JUNE 2023	CLOSING TIME:	11H00
DESCRIPTION	APPOINTMENT OF A SUITABLE SERVICE PROVIDER(S) FOR RENDERING OF SECURITY SERVICES FOR LUBHACWENI CAMP AND AD-HOC SECURITY SERVICES FOR TRANSPORT INFRASTRUCTURE IN ALFRED NZO DISTRICT FOR A PERIOD OF 6 Months  FOR TRANSPORT INFRASTRUCTURE				

**THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).**

BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS): 188 Ngqubusini street , Mount Ayliff, not later than **11H00 on 23 June 2023**

**DEPARTMENT OF TRANSPORT OFFICES**

**188 NGQUBUSINI STREET**

**MOUNT AYLIFF**

**4735**

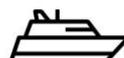
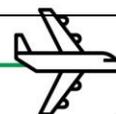
**SUPPLIER INFORMATION**

NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
	TCS PIN:		OR	CSD No:	



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B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE [TICK APPLICABLE BOX]	<input type="checkbox"/> Yes  <input type="checkbox"/> No	B-BBEE STATUS LEVEL SWORN AFFIDAVIT	<input type="checkbox"/> Yes  <input type="checkbox"/> No
IF YES, WHO WAS THE CERTIFICATE ISSUED BY?			
AN ACCOUNTING OFFICER AS CONTEMPLATED IN THE CLOSE CORPORATION ACT (CCA) AND NAME THE APPLICABLE IN THE TICK BOX	<input type="checkbox"/>	AN ACCOUNTING OFFICER AS CONTEMPLATED IN THE CLOSE CORPORATION ACT (CCA)	
	<input type="checkbox"/>	A VERIFICATION AGENCY ACCREDITED BY THE SOUTH AFRICAN ACCREDITATION SYSTEM (SANAS)	
	<input type="checkbox"/>	A REGISTERED AUDITOR	
NAME:			
<b>[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/SWORN AFFIDAVIT(FOR EMEs&amp; QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]</b>			
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes  <input type="checkbox"/> No  [IF YES ENCLOSE PROOF]	ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No  [IF YES ANSWER PART B:3 BELOW ]
SIGNATURE OF BIDDER	.....	DATE	
CAPACITY UNDER WHICH THIS BID IS SIGNED (Attach proof of authority to sign this bid; e.g. resolution of directors, etc.)			
TOTAL NUMBER OF ITEMS OFFERED		TOTAL BID PRICE (ALL INCLUSIVE)	
<b>BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO:</b>		<b>TECHNICAL INFORMATION MAY BE DIRECTED TO:</b>	
DEPARTMENT/ PUBLIC ENTITY	TRANSPORT	CONTACT PERSON	MR X.L.TYALITI
CONTACT PERSON	N.MLAZA	TELEPHONE NUMBER	039 255 0832
TELEPHONE NUMBER	060 998 0504	FACSIMILE NUMBER	
FACSIMILE NUMBER		E-MAIL ADDRESS	



DESCRIPTION: RENDERING OF SECURITY SERVICES FOR LUBHACWENI CAMP AND AD-HOC SECURITY SERVICES FOR TRANSPORT INFRASTRUCTURE IN ALFRED NZO DISTRICT FOR A PERIOD OF 06 Months.

## PART B

### TERMS AND CONDITIONS FOR BIDDING

#### 1. BID SUBMISSION:

- 1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
- 1.2. ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED—(NOT TO BE RE-TYPED) OR ONLINE
- 1.3. BIDDERS MUST REGISTER ON THE CENTRAL SUPPLIER DATABASE (CSD) TO UPLOAD MANDATORY INFORMATION NAMELY: (BUSINESS REGISTRATION/ DIRECTORSHIP/ MEMBERSHIP/IDENTITY NUMBERS; TAX COMPLIANCE STATUS; AND BANKING INFORMATION FOR VERIFICATION PURPOSES). B-BBEE CERTIFICATE OR SWORN AFFIDAVIT FOR B-BBEE MUST BE SUBMITTED TO BIDDING INSTITUTION.
- 1.4. WHERE A BIDDER IS NOT REGISTERED ON THE CSD, MANDATORY INFORMATION NAMELY: (BUSINESS REGISTRATION/ DIRECTORSHIP/ MEMBERSHIP/IDENTITY NUMBERS; TAX COMPLIANCE STATUS MAY NOT BE SUBMITTED WITH THE BID DOCUMENTATION. B-BBEE CERTIFICATE OR SWORN AFFIDAVIT FOR B-BBEE MUST BE SUBMITTED TO BIDDING INSTITUTION.
- 1.5. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER LEGISLATION OR SPECIAL CONDITIONS OF CONTRACT.

#### 2. TAX COMPLIANCE REQUIREMENTS

- 2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
- 2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VIEW THE TAXPAYER'S PROFILE AND TAX STATUS.
- 2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) OR PIN MAY ALSO BE MADE VIA E-FILING. IN ORDER TO USE THIS PROVISION, TAXPAYERS WILL NEED TO REGISTER WITH SARS AS E-FILERS THROUGH THE WEBSITE WWW.SARS.GOV.ZA.
- 2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS TOGETHER WITH THE BID.
- 2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE PROOF OF TCS / PIN / CS
- 2.6 D NUMBER.
- 2.7 WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.



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**3. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS**

- 3.1. IS THE BIDDER A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?  YES  NO
- 3.2. DOES THE BIDDER HAVE A BRANCH IN THE RSA?  YES  NO
- 3.3. DOES THE BIDDER HAVE A PERMANENT ESTABLISHMENT IN THE RSA?  YES  NO
- 3.4. DOES THE BIDDER HAVE ANY SOURCE OF INCOME IN THE RSA?  YES  NO

**IF THE ANSWER IS “NO” TO ALL OF THE ABOVE, THEN, IT IS NOT A REQUIREMENT TO OBTAIN A TAX COMPLIANCE STATUS / TAX COMPLIANCE SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 ABOVE.**

**NB: FAILURE TO PROVIDE ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.**



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## PRICING SCHEDULE

<b>EASTERN CAPE DEPARTMENT OF TRANSPORT</b> <b>PROJECT DESCRIPTION: PROVISION OF SECURITY SERVICES AT LUBHACWENI NATIONAL CAMP FOR A CONTRACT PERIOD OF 6 Months</b>					
ITEM	DESCRIPTION OF GOODS/SERVICES	Unit	Qty	Rate or Unit Price	Amount
1	Provision of Security services at LUBHACWENI NATIONAL CAMP for a contract period of 6 Months	No.	05		
2	Provision of Security services at in various Transport Infrastructure sites within Alfred Nzo District for a contract period of 6 Months	No.	04		
	<b>Sub-total</b>				
	Vat 15% [only if eligible and registered]				
	<b>TOTAL AMOUNT OF QUOTATION</b>				



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# BID PRICING FORM

For ease of reference, Bidders shall enter their Bid Price, copied from the Pricing Schedule, in the space provided below. Should there be any discrepancy, then the sum calculated from the Pricing Schedule, subject to any arithmetic correction, shall hold precedence.

**Total Price (amount in words):**

.....

.....

....., inclusive of VAT

**Total Price (amount in figures)**

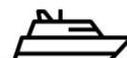
R ....., inclusive of VAT

**NAME OF BIDDER:**

.....

**SIGNED ON BEHALF OF THE BIDDER:**

.....



DESCRIPTION: RENDERING OF SECURITY SERVICES FOR LUBHACWENI CAMP AND AD-HOC SECURITY SERVICES FOR TRANSPORT INFRASTRUCTURE IN ALFRED NZO DISTRICT FOR A PERIOD OF 06 Months.

ECBD 3.1

**PRICING SCHEDULE – FIRM PRICES  
(PURCHASES)**

**NOTE: ONLY FIRM PRICES WILL BE ACCEPTED. NON-FIRM PRICES (INCLUDING PRICES SUBJECT TO RATES OF EXCHANGE VARIATIONS) WILL NOT BE CONSIDERED**

**IN CASES WHERE DIFFERENT DELIVERY POINTS INFLUENCE THE PRICING, A SEPARATE PRICING SCHEDULE MUST BE SUBMITTED FOR EACH DELIVERY POINT**

Name of bidder.....	Quote number : <b>DOT-ANZ-23/24-0004</b>
Closing Time : <b>11H00</b>	Closing date : <b>26 JUNE 2023</b>

OFFER TO BE VALID FOR 30 DAYS FROM THE CLOSING DATE OF QUOTE. \_\_\_\_\_

ITEM NO.	QUANTITY	DESCRIPTION	BID PRICE IN RSA CURRENCY ** (ALL APPLICABLE TAXES INCLUDED)
----------	----------	-------------	---

- Required by: .....
- At: .....
- Brand and model .....
- Country of origin .....
- Does the offer comply with the specification(s)? \*YES/NO
- If not to specification, indicate deviation(s) .....
- Period required for delivery .....  
\*Delivery: Firm/not firm
- Delivery basis .....

Note: All delivery costs must be included in the bid price, for delivery at the prescribed destination.

\*\* "all applicable taxes" includes value-added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies



**ECBD 4: BIDDER'S DISCLOSURE**

**1. PURPOSE OF THE FORM**

Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

Where a person/s are listed in the Register for Tender Defaulters and / or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

**2. BIDDER'S DECLARATION**

2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest<sup>1</sup> in the enterprise, employed by the state?

**YES/NO**

2.1.1 If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.

Full Name	Identity Number	Name of State institution

1. the power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise.

2. Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.

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2.2 Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution? **YES/NO**

2.2.1 If so, furnish particulars:

.....  
.....

2.3 Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract? **YES/NO**

2.3.1 If so, furnish particulars:

.....  
.....

**3 DECLARATION**

I, the undersigned, (name)..... in submitting the accompanying bid, do hereby make the following statements that I certify to be true and complete in every respect:

- 3.1 I have read and I understand the contents of this disclosure;
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium<sup>2</sup> will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.4 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
- 3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.
- 3.6 I am aware that, in addition and without prejudice to any other remedy provided to combat any



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restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT.

*I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.*

.....	.....
Signature	Date
.....	.....
Position	Name of bidder



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**DECLARATION OF EMPLOYEES OF THE STATE OR OTHER STATE INSTITUTIONS**

**This form must be included additional to the ECBD.4**

1. In terms of section 30 of the Public Service Act;

No employee shall perform or engage himself or herself to perform remunerative work outside his or her employment in the relevant department, except with the written permission of the executive authority of the department.

2.

Are any of the shareholders/ directors of your company employed by the State?	Yes/No
---	--------

3. "State" means –

- (a) Any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No. 1 of 1999);
- (b) Any municipality or municipal entity;
- (c) Any provincial legislature;
- (d) national Assembly or the national Council of provinces; or
- (e) Parliament.
- (f) Any Parastatal (A company or agency owned or controlled wholly or partly by the government).

4. Should you indicate "yes" above, please provide the following details:

No	NAME & SURNAME OF DIRECTOR	STATE INSTITUTION WHERE EMPLOYED	ID NUMBER	EMPLOYEE/ PERSAL NUMBER
1				
2				
3				
4				
5				

5. **Please note: The "state" is clearly defined in paragraph 3 above. In the event that "no" is selected and subsequently any false declaration are detected, the non-disclosure of such "state employment" will be deemed as "fraud". Therefore the state may reject the bid and in addition may proceed with further action should this declaration prove to be false.**

**6. DECLARATION**

I, (NAME & SURNAME).....ID NUMBER..... CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 2 AND 4 ABOVE IS CORRECT.

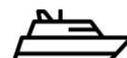
..... Date

..... Signature

.....

Position

Name of bidder



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ECBD 6.1

**PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2017**

This preference form must form part of all bids invited. It contains general information and serves as a claim form for preference points for Broad-Based Black Economic Empowerment (B-BBEE) Status Level of Contribution

**NB: BEFORE COMPLETING THIS FORM, BIDDERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF B-BBEE, AS PRESCRIBED IN THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017.**

**1. GENERAL CONDITIONS**

1.1 The following preference point systems are applicable to all bids:

- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
- the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

1.2

- a) The value of this bid is estimated to not exceed R50 000 000 (all applicable taxes included) and therefore the 80/20 preference point system shall be applicable; or
- b) Either the 80/20 or 90/10 preference point system will be applicable to this tender (*delete whichever is not applicable for this tender*).

1.3 Points for this bid shall be awarded for:

- (a) Price; and
- (b) B-BBEE Status Level of Contributor.

1.4 The maximum points for this bid are allocated as follows:

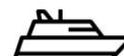
	<b>POINTS</b>
<b>PRICE</b>	80
<b>B-BBEE STATUS LEVEL OF CONTRIBUTOR</b>	20
<b>Total points for Price and B-BBEE must not exceed</b>	<b>100</b>

1.5 Failure on the part of a bidder to submit proof of B-BBEE Status level of contributor together with the bid, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.

1.6 The purchaser reserves the right to require of a bidder, either before a bid is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the purchaser.

**2. DEFINITIONS**

- (a) **“B-BBEE”** means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;
- (b) **“B-BBEE status level of contributor”** means the B-BBEE status of an entity in terms of a



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code of good practice on black economic empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;

- (c) **“bid”** means a written offer in a prescribed or stipulated form in response to an invitation by an organ of state for the provision of goods or services, through price quotations, advertised competitive bidding processes or proposals;
- (d) **“Broad-Based Black Economic Empowerment Act”** means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- (e) **“EME”** means an Exempted Micro Enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
- (f) **“functionality”** means the ability of a tenderer to provide goods or services in accordance with specifications as set out in the tender documents.
- (g) **“prices”** includes all applicable taxes less all unconditional discounts.
- (h) **“proof of B-BBEE status level of contributor”** means:
  - 1) B-BBEE Status level certificate issued by an authorized body or person;
  - 2) A sworn affidavit as prescribed by the B-BBEE Codes of Good Practice;
  - 3) Any other requirement prescribed in terms of the B-BBEE Act;
- (i) **“QSE”** means a qualifying small business enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
- (j) **“rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;

**3. POINTS AWARDED FOR PRICE**

**3.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS**

A maximum of 80 or 90 points is allocated for price on the following basis:

$$\begin{array}{ccc}
 \mathbf{80/20} & \mathbf{or} & \mathbf{90/10} \\
 P_s = 80 \left( 1 - \frac{P_t - P_{\min}}{P_{\min}} \right) & \text{or} & P_s = 90 \left( 1 - \frac{P_t - P_{\min}}{P_{\min}} \right)
 \end{array}$$

Where

P<sub>s</sub> = Points scored for price of bid under consideration

P<sub>t</sub> = Price of bid under consideration

P<sub>min</sub> = Price of lowest acceptable bid



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**4. POINTS AWARDED FOR B-BBEE STATUS LEVEL OF CONTRIBUTOR**

4.1 In terms of Regulation 6 (2) and 7 (2) of the Preferential Procurement Regulations, preference points must be awarded to a bidder for attaining the B-BBEE status level of contribution in accordance with the table below:

B-BBEE Status Level of Contributor	Number of points (90/10 system)	Number of points (80/20 system)
1	10	20
2	9	18
3	6	14
4	5	12
5	4	8
6	3	6
7	2	4
8	1	2
Non-compliant contributor	0	0

**5. BID DECLARATION**

5.1 Bidders who claim points in respect of B-BBEE Status Level of Contribution must complete the following:

**6. B-BBEE STATUS LEVEL OF CONTRIBUTOR CLAIMED IN TERMS OF PARAGRAPHS 1.4 AND 4.1**

6.1 B-BBEE Status Level of Contributor: . = .....(maximum of 10 or 20 points)  
 (Points claimed in respect of paragraph 7.1 must be in accordance with the table reflected in paragraph 4.1 and must be substantiated by relevant proof of B-BBEE status level of contributor.)

**7. SUB-CONTRACTING**

7.1 Will any portion of the contract be sub-contracted?

(Tick applicable box)

YES	<input type="checkbox"/>	<input type="checkbox"/>	NO	<input type="checkbox"/>
-----	--------------------------	--------------------------	----	--------------------------

7.1.1 If yes, indicate:

- i) What percentage of the contract will be subcontracted.....%
- ii) The name of the sub-contractor.....
- iii) The B-BBEE status level of the sub-contractor.....
- iv) Whether the sub-contractor is an EME or QSE

(Tick applicable box)

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
-----	--------------------------	----	--------------------------

v) Specify, by ticking the appropriate box, if subcontracting with an enterprise in terms of Preferential Procurement Regulations,2017:

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<b>Designated Group: An EME or QSE which is at least 51% owned by:</b>	<b>EME</b> √	<b>QSE</b> √
Black people		
Black people who are youth		
Black people who are women		
Black people with disabilities		
Black people living in rural or underdeveloped areas or townships		
Cooperative owned by black people		
Black people who are military veterans		
<b>OR</b>		
Any EME		
Any QSE		

**8. DECLARATION WITH REGARD TO COMPANY/FIRM**

8.1 Name of company/firm:.....

8.2 VAT registration number:.....

8.3 Company registration number:.....

**8.4 TYPE OF COMPANY/ FIRM**

- Partnership/Joint Venture / Consortium
- One person business/sole propriety
- Close corporation
- Company
- (Pty) Limited

[TICK APPLICABLE BOX]

**8.5 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES**

.....  
 .....  
 .....

**8.6 COMPANY CLASSIFICATION**

- Manufacturer
- Supplier
- Professional service provider
- Other service providers, e.g. transporter, etc.

[TICK APPLICABLE BOX]

8.7 Total number of years the company/firm has been in business:.....

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8.8 I/we, the undersigned, who is / are duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the B-BBE status level of contributor indicated in paragraphs 1.4 and 6.1 of the foregoing certificate, qualifies the company/ firm for the preference(s) shown and I / we acknowledge that:

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 6.1, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct;
- iv) If the B-BBEE status level of contributor has been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the purchaser may, in addition to any other remedy it may have –

- (a) disqualify the person from the bidding process;
- (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
- (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
- (d) recommend that the bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted by the National Treasury from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
- (e) forward the matter for criminal prosecution.

WITNESSES

1. ....

.....

SIGNATURE(S) OF BIDDERS(S)

DESCRIPTION: RENDERING OF SECURITY SERVICES FOR LUBHACWENI CAMP AND AD-HOC SECURITY SERVICES FOR TRANSPORT INFRASTRUCTURE IN ALFRED NZO DISTRICT FOR A PERIOD OF 06 Months.

## GENERAL CONDITIONS OF CONTRACT

- The latest General Conditions of Contract [GCC] and Contract Law shall be applicable to this Quotation and obtainable by visiting the National Treasury website at [www.treasury.gov.za](http://www.treasury.gov.za)
- Bidders must familiarize themselves with these GCCs

